



# UNITED STATES DISTRICT COURT

## Northern District of Illinois, Chicago

Human Resources Office, Room 1574  
219 South Dearborn Street, Chicago, Illinois 60604  
[www.ilnd.uscourts.gov](http://www.ilnd.uscourts.gov)

## NOTICE OF POSITION VACANCY

<b>Date:</b>	February 21, 2025	<b>Grade Range:</b>	CL 27-01 to CL 28-61
<b>Job Announcement No.:</b>	2025-26	<b>Salary Range:</b>	\$66,104 - \$128,795
<b>No. of Vacancies:</b>	One	<b>Closing Date:</b>	Open until filled.
<b>Position Title:</b>	Robotic Process Automation (RPA) Developer	Applications received by March 7, 2025, will receive first consideration.	

**The United States District Court for the Northern District of Illinois is now accepting applications for an RPA Developer. Consideration will only be given to those who apply through the Court's online applicant tracking system, submit a cover letter, resume, and two professional references. To apply, please see "Notice to Applicants" listed below.**

**Applicants who previously applied for the Robotic Process Automation Developer (2025-20) will be considered and do not have to re-apply.**

### POSITION OVERVIEW

The United States District Court for the Northern District of Illinois, is currently seeking a Robotic Process Automation (RPA) Developer who will be responsible for designing, developing, testing, and implementing robotic process automation solutions. The position will work closely with stakeholders, operations, and other technology personnel to identify automation opportunities, gather requirements, and create efficient and scalable solutions that increase productivity, reduce errors, and enhance customer satisfaction. Development efforts will focus on RPA and related areas of business process solutioning with Automation Anywhere, ABBYY, Microsoft Power Automate, and UiPath. This position will be on-site located at the Dirksen Courthouse located at 219 S. Dearborn Chicago IL, 60604, with possible travel to other locations.

### POSITION DUTIES AND RESPONSIBILITIES

- Design, build, and configure applications utilizing automation tools to meet business process requirements.
- Collaborate with other developers and stakeholders to identify opportunities for process improvement and innovation.
- Ensure that business procedures are documented clearly prior to automation design.
- Participate in process reviews to ensure the highest level of understanding prior to automation.
- Work with operations and technology personnel to articulate the implications of design/architectural decisions and ensure Solution Design Documents (SDD) are completed.
- Assess automation opportunities from a technical perspective and prioritize proposed solutions.
- Design, build, and configure complex automations to meet business process and application requirements.

- Handle all advanced code requirements for automation development. Coordinate with application developers and database administrators on application programming interface (API) and database access requirements on behalf of the RPA team.
- Conduct unit and integration testing to ensure that RPA solutions meet functional requirements and quality standards.
- Participate in code reviews and contribute to the development of coding standards and best practices.
- Develop and maintain documentation for RPA solutions, including technical specifications and user manuals.
- Generate regular reports on the performance of RPA initiatives and make recommendations for improvements.
- Provide insight to others as the technical subject matter expert on tools in use.
- May be needed to communicate with customers and other team members on RPA solutions.
- Other duties as assigned.

### **JOB REQUIREMENTS AND QUALIFICATIONS**

A successful candidate must be self-motivated, able to work independently, and able to take initiative without always being directed. Periodic travel within the district is required. Must have excellent presentation skills, verbal and written communication skills, and time management and organizational skills. Excellent problem solving/analytical skills with the ability to successfully troubleshoot complex situations. A successful candidate must also have at least five years of direct information technology (IT) experience, at least two years of RPA software experience, specifically with Automation Anywhere, and At least six months of hands-on RPA development in Automation Anywhere 360 or AA2019. Experience in Java, Python, or Ruby, UiPath, Experience in Linux and Windows server, Active Directory are preferred.

A successful candidate must have experience with agile development methodology, experience with relational databases; SQL query development and testing, and experience in control room activities to include workflow queues, device pools and credential lockers. Experience in integrating RPA with external applications using APIs as required and experience working with technical documentation; PDD, SDD, and end-user documentation is preferred.

The successful candidate must be able to display professional and positive demeanor and appearance appropriate for a court environment (business/office wear professional.) This position is classified as a high sensitive position. As a condition of employment, the selected candidate must successfully complete a background investigation with periodic updates every five years thereafter.

### **COMPENSATION**

Starting compensation and classification level will be set based on the work experience, qualifications, and salary history of the successful candidate. To qualify at CL 27, applicants must have one year of specialized experience equivalent to work at a CL 26. To qualify at CL 28, applicants must have one year of specialized experience equivalent to work at a CL 27.

### **EMPLOYEE BENEFITS**

The United States District Court offers a generous benefits package to full-time, permanent employees, which includes:

- Paid leave time for federal holidays, vacation, sick, and Parental Leave
- Medical, dental, vision insurance

- Access to an infant and toddler care near the Courthouse.
- The Public Service Loan Forgiveness Program is available to full-time employees with qualifying student loans
- Life insurance
- Thrift Savings Plan with matching funds (401k & Roth 401k style)
- Participation in Federal Employees Retirement System
- Health, dependent care, and parking reimbursement programs
- Public Transit Subsidy Program
- Onsite employee gym
- Employee Assistance Program, which provides free counseling, financial assistance, and basic legal services

Further details regarding Federal benefits may be viewed at: [ILND Benefits](#)

### **NOTICE TO APPLICANTS**

**Consideration will only be given to those who apply through the court's online applicant tracking system and provide a cover letter, resume, and two professional references. Applicants who apply by March 7, 2025, will receive first consideration. To view openings and to apply, visit our applicant tracking system at: [ILND Jobs](#).**

**Due to the volume of applications received, the Court will only communicate with those applicants who will be interviewed. Applicants selected for interviews will be communicated to only through email and must travel at their own expense and relocation expenses will not be reimbursed. Applicants will be screened to determine their experience and qualifications.**

This is a high-sensitive position within the Judiciary. The United States District Court requires employees to follow the Code of Conduct for Judicial Employees. Reference checks with current and former employers will be conducted. Only qualified applicants will be considered for this position. A preliminary background investigation with law enforcement agencies, including fingerprint and criminal record check will be conducted as a condition of employment. Employment is provisional pending the successful completion of a ten-year, full field OPM background investigation, and favorable suitability determination. Investigative updates will be additionally required every five years. Unsatisfactory results may result in termination of employment. Direct deposit is required for payment of compensation for employees. Employees of the District Court, Northern District of Illinois are excepted service appointments. Employees are considered at-will and are not covered by federal civil service classifications or regulations.

The United States District Court is an Equal Opportunity Employer.

Diversity is important to the Judiciary. It is an essential component of services that the Judiciary is charged with providing to maintain justice, equality, fairness, respect, and dignity in society. To fulfill its duties, the Judiciary must include all members of society—not just regardless, but also inclusive of race, gender, disability, and the many other variables that make up the citizens of our nation. The Judiciary has a duty to promote a fair, just, and sustainable model of inclusive democracy and social justice that surpasses any governmental entity in the history of this nation or of any other nation.

To be eligible for employment, applicants must meet one of the following requirements:

- (1) U.S. citizen;
- (2) Person who owes allegiance to the U.S. (i.e., nationals of American Samoa, Swains Island, and the Northern Mariana Islands);

- (3) Person admitted as a refugee or granted asylum who has filed a declaration of intention to become a lawful permanent resident and then a citizen when eligible; or
- (4) Lawful permanent resident (i.e., green card holder) who is seeking citizenship. A lawful permanent resident "seeking citizenship":
  - a. May not apply for citizenship until he or she has been a permanent resident for at least five years (three years if seeking naturalization as a spouse of a citizen);
  - b. Must apply for citizenship within six months of becoming eligible; and
  - c. Must complete the process within two years of applying (unless there is a delay caused by the processors of the application).

**The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which may occur without prior written or other notice.**

### **INFORMATION ABOUT THE NORTHERN DISTRICT OF ILLINOIS**

The Northern District of Illinois is home to the five largest cities in Illinois: Chicago, Aurora, Rockford, Joliet, and Naperville. Also known as "The Windy City," Chicago is the third most populous city in the U.S. with nearly 2.7 million inhabitants and approximately 10 million people living in the Chicago metropolitan area. With Lake Michigan as its eastern border, Chicago covers more than 237 square miles.

Chicago is home to numerous museums and cultural institutions including Art Institute of Chicago, Field Museum, Museum of Science and Industry, Shedd Aquarium, and Adler Planetarium. A center of art and culture, Chicago has over 200 theaters, nearly 200 art galleries, and more than 7,300 restaurants.

Known for its magnificent skyline, Chicago is home to buildings designed by some of the world's most renowned architects including Daniel Burnham, Louis Sullivan, Frank Lloyd Wright, and Mies van der Rohe, who designed the Dirksen Courthouse.

Major Chicago universities include University of Chicago, Northwestern University, Loyola University, University of Illinois Chicago, DePaul University and Illinois Institute of Technology. Professional Chicago sports teams include the Bulls (NBA), Sky (WNBA), Bears (NFL), Cubs (MLB), White Sox (MLB), Fire (MLS), Chicago Blackhawks (NHL), and Red Stars (NWSL). Chicago is a major world finance center. The Federal Reserve Bank of Chicago, the Chicago Stock Exchange, the Chicago Board Options Exchange, and the Chicago Mercantile Exchange are within blocks of the Courthouse. The Northern District of Illinois is home to three international airports including O'Hare International Airport, among the busiest airports in the world.